

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, OCTOBER 26, 2021**

**MEETING AGENDA  
of the Metuchen Board of Education**

Metuchen High School  
400 Grove Avenue  
Metuchen, NJ 08840

**1. Call to Order**

**2. Flag Salute**

**3. Notice of Meeting**

I hereby make this statement to indicate compliance with the Open Public Meetings Act known as Chapter 231 of the Public Laws of New Jersey, 1975, which became effective 90 days after enactment, January 19, 1976.

Notice of this meeting was given by providing the location, time and date of this meeting, and posting of the same on the front door of the Board of Education offices, by delivering copies to the Borough Hall and the Metuchen Public Library, The Home News and Tribune, The Criterion Sentinel, The Star Ledger, and by filing a copy with the Borough Clerk as prescribed by this law.

**4. Roll Call**

Mr. Benderly		Ms. Killean	
Ms. Cook		Mr. Lifton	
Mr. Derflinger		Mr. Manley	
Mr. Glassberg		Mr. Suss	
Dr. Johnson-Marcus			

**5. Showcase of Success**

**6. Meeting Open to the Public** *(for any topic)*

**7. Presentations**

**8. Reports**

- ❖ President's Report
- ❖ Superintendent's Report
- ❖ Committee Reports

**9. Old Business**

**10. New Business**

**11. Approval of Minutes of the Board of Education Meetings**

October 12, 2021	Special Business Meeting (1)
October 12, 2021	Special Business Meeting (2)
October 12, 2021	Board Meeting

**12. Meeting Open to the Public** *(for any topic)*

**13. Recommendations of the Superintendent of Schools**

*(at this time the Board will take formal action on the following items – see attachments)*

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then, is it placed on the agenda for action at a public meeting.

**A. PERSONNEL**

**Motion/Second/Comments/Roll Call**

**1. Rescind - Instructional Stipend**

Move to rescind the instructional stipend for Stefeny Krombholz, MHS Music for \$7,499 for the 2021-2022 school year (Agenda 07/20/21, Section 13 A11).

**2. Appointment - Leave Replacement**

Move to approve the appointment of Bill Latta, Leave Replacement for Special Education Math Teacher at Metuchen High School, at a rate of \$278.38/day, effective October 14, 2021 through approximately April 12, 2022.

**3. Appointment - Leave Replacement**

Move to approve the appointment of Jennifer Wirt, leave replacement for Brian Stike, Assistant Principal at Metuchen High School, at a rate of \$515/day, effective October 27, 2021 through January 3, 2022.

**4. Clubs and Co-Curricular Activities - Edgar Middle School and Metuchen High School**

Move to rescind and approve the following co-curricular stipends at Edgar Middle School and Metuchen High School for the 2021-2022 school year (Agenda 8/24/21, Section 13 A14):

<b>Co-Curricular/Club</b>	<b>School</b>	<b>Advisor</b>	<b>2021-2022 Stipend</b>
<b>Rescind:</b> Italian Club	MHS	Susan Paredes	\$1,518
<b>Approve:</b> Italian Club (.5)	MHS	Susan Paredes (.5)	\$759
<b>Rescind:</b> German Club	MHS	Susan Paredes	\$1,518

<b>Approve:</b> German Club (.5)	MHS	Susan Paredes (.5)	\$759
<b>Approve:</b> String Ensemble Club	EMS	Christopher McEwan	\$1,518

**5. Volunteer Clubs - Edgar Middle School and Metuchen High School**

Move to approve the following additional volunteer clubs at Edgar Middle School and Metuchen High School for the 2021-2022 school year (Agenda 8/24/21, Section 13 A15):

<b>Volunteer Club</b>	<b>School</b>	<b>Advisor</b>
Library Club	EMS	Kelsey Comerford
Volleyball Club	MHS	Nick Vosinas
League of Legends Club	MHS	Ann Lezama

**6. Appointment - Substitutes**

Move to approve the additional substitute teachers for the 2021-2022 school year, effective October 27, 2021, pending completion of substitute paperwork and criminal background clearance (Agenda 8/24/2021, Section 13 A5):

<b>Substitute Teacher</b>	<b>Certification</b>	<b>Ray Rate</b>
Amelia Lorenzo	Sub with 60+ college credits	\$85/day
Emily Glutz	Sub with 60+ college credits	\$85/day
Brendan McCunney	Sub with 60+ college credits	\$85/day

**7. Coach Appointment Revisions - Edgar Middle School and Metuchen High School**

Move to approve the following revisions to the 2021-2022 Edgar Middle School and Metuchen High School Coach Appointments (Agenda 6/22/2021, Section 13 A27 and Agenda 9/28/21, Section 13 A6):

<b>Name</b>	<b>School</b>	<b>Assignment</b>	<b>Step</b>	<b>21-22 Stipend</b>
<b>Rescind:</b> James Thomas	MHS	Girls Swimming Coach	3	\$6,460
<b>Approve:</b> Julie Youngman	MHS	Swimming Assistant Coach	1	\$6,410
<b>Approve:</b> John Butler	EMS	Boys Basketball Coach	-	\$3,486
<b>Rescind:</b> Emily Mertz	EMS	Girls Basketball Coach	-	\$3,486
<b>Approve:</b> Rebecca Dwyer	EMS	Girls Basketball Coach	-	\$3,486
<b>Rescind:</b> Jayson Reid	MHS	Boys Basketball Volunteer Coach	-	-

**8. Medical Leave of Absence Extension**

Move to extend the medical leave of absence of Rhonda Silverman, Paraprofessional at Metuchen High School, through approximately November 29, 2021.

**9. Appointment - Per Diem Assistance**

Move to approve Kathy Glutz, at a rate of \$500/day, on an as needed basis, to provide scheduling services.

**10. Appointment - Lunch Aide**

Move to approve the following as a lunch aide in Metuchen Public Schools for the 2021-2022 school year:

<b>Name</b>	<b>Rate per Hour</b>
Marcus Farris	\$13.75
Gina DelRosso	\$13.75

**11. After School Nurse Support**

Move to approve Nurse Amanda Marciante and Nurse Nga Pham to provide student support after school, as needed, at the contractual rate of \$47 per hour.

**12. Appointment - Certificated Staff**

Move to approve the appointment of Edyta Oldakowska, .5 School Psychologist at Campbell School, for the 2021-2022 school year, at a salary of \$43,537.50, Step 4-L (.5), prorated, effective October 27, 2021, pending criminal history clearance.

**13. Additional Hours For School Psychologist**

Move to approve Edtya Oldakowska, School Psychologist at Campbell School for additional days at her per diem rate of \$470.68, as needed, not to exceed 20 days.

**14. Paraprofessional Reassignment**

Move to approve the following paraprofessional reassignments for the 2021-2022 school year, effective October 26, 2021 (Agenda 6/22/2021, Section 13 A12 and Agenda 8/24/21, Section 13 A27):

<b>Name</b>	<b>Assignment</b>	<b>21-22 Salary</b>
<b>Rescind:</b> Michelle Duggan	MHS	\$21,464
<b>Approve:</b> Michelle Duggan	Moss	\$23,206
<b>Rescind:</b> Shannon Lyon-Dobranski	Campbell	\$21,785
<b>Approve:</b> Shannon Lyon Dobranski	MHS	\$21,133

**15. Leave Replacement Extension**

Move to extend the leave replacement term of Maurice H. Schwab, leave replacement for Susan Paredes, German Teacher at Edgar School and Metuchen High School, through November 24, 2021.

**16. Appointment - Custodian**

Move to approve the appointment of Estela Valdez, Night Custodian at Edgar Middle School for the 2021-2022 school year, at a salary of \$37,542/year, prorated, effective November 10, 2021 or earlier if she is released by her current employer.

-----end of personnel section-----

**B. FINANCE**

**Motion/Second/Comments/Roll Call**

**1. Treasurer of School Monies and Board Secretary's Reports**

Move to approve the Treasurer of School Monies' Report, and Board Secretary's Report as of August 31, 2021.

**2. Payment of Bills**

a) Board Secretary's Certification

Pursuant to N.J.A.C. 6:20-2A.10(d), the Board Secretary has certified that as of October 26, 2021 no budgetary line item accounts have obligations and payments which exceed the amount appropriated by the Board of Education.

\_\_\_\_\_  
Michael A. Harvier, Board Secretary

\_\_\_\_\_  
Date

b) Approve the Following Items Submitted by the Board Secretary

Payment of bills and claims, as shown on the attached list(s) that have been certified by the Board of Education and filed in the Business Office.

**3. Budget Transfers**

Move to approve budget transfers effective August 31, 2021.

**4. Nonpublic Security Aid**

Move to approve the following nonpublic security aid for the 2021-2022 school year. These expenditures are required for the district to fulfill certain legal obligations under state legislation to administer federal or state funds provided to nonpublic schools within our jurisdiction:

School	Vendor	QTY	Item #	Description	Total
St. Francis Cathedral School	Ascend Construction Mgmt. Inc.	16	Laborer	For tasks not included in Task Catalog & as directed by owner	\$1,461.22
		64	Painter	Painter for tasks not included in Task Catalog & as directed by owner	\$5,163.11
		48	Installation	Project Manager	\$9,408.00
		24	Installation	Scaffolding w/Bracing Accessories	\$576.95
		302	Installation	6 Mil Plastic Sheeting	\$142.06
		2	EA	Equipment delivery, pickup, mobilization etc.	\$547.70
		1	Installation	30 CY Dumpster	\$627.18
		228	Installation	2" Polyethylene Backer Rod	\$694.90
		3	Installation	½ x ¾ " Joint Sealant	\$1,489.85
		3	Installation	Custom Match Coloring	\$140.21

		2	Installation	6'x7' Wide Stile Aluminum Entrance Doors	\$18,333.70
		2	Demolition	Wood veneer	\$2,137.24
		2	Installation	For 10' High door, add	\$3,783.80
		30	Installation	Aluminum Storefront Framing Assembly	\$1,182.47
		30	Installation	For Various color Class I Anodized	\$57.04
		30	Installation	70% Fluoropolymer Exterior Finish	\$94.96
		14	Installation	Covered Steel Mullions	\$493.92
		28	Installation	Full Surface, Aluminum Continuous Hinge	\$1,197.21
		28	Installation	For Bronze Finish	\$279.89
		4	Installation	Night Latch w/Cylinder	\$1,960.82
		4	Installation	Satin Chrome Plated US26D	\$329.91
		4	Installation	Bright Brass or Chrome Plated US26	\$490.27
		4	Installation	3' Push Bar Exit Device	\$6,085.21
		4	Installation	For Satin Bronze US 10	\$709.17
		4	Installation	For Quiet Electric Latch Retraction	\$1,493.87
		4	Installation	Surface Mounted Heavy Duty Door Closer	\$1,808.88
		4	Installation	Fusible Link Arm	\$155.23
		4	Installation	Plated Finish /Clear Coat	\$498.62
		28	Installation	Locking Springbolt	\$1,091.29
		12	Installation	11/16" Neoprene Insert, Aluminum Retainer	\$225.79
		12	Installation	6" Width 1/2' Height Aluminum Saddle	\$462.64
		12	Demolition	Threshold	\$120.78
		30	Installation	3/4" Thick Tempered, Clear Glass	\$1,464.12
		30	Installation	Tinted Glass	\$164.64
		30	Installation	Reflective Coated Glass	\$296.35
		30	Installation	Glass removal & New Glazing	\$805.85

## 5. Transportation Jointure 2021-2022

Move to approve the Transportation Jointure for the 2021-2022 school year with the Educational Service Unit at the Burlington County Special Services School District.

## 6. Professional Development

Move to approve the following professional development activities as shown on the following chart:

Board Meeting - October 26, 2021

Start Date	End Date	Activity Title	Name	Building	Requested Expense Total	Approved Expenses	Payment Method	FPPI Proposal Number
10/5/21	10/19/21	Teaching the Sustainable Development Goals	Kato, Yoko	MHS	\$375	\$375	Other	
10/19/21	10/19/21	Essential Back to School Guide for Addressing School Avoidance	Gilbride, Kaitlin	EMS	0	0	No cost	
10/25/21	10/25/21	Day of Dialogue Team Facilitator Training	Porowski, Edward	MHS	0	0	No cost	
10/25/21	10/25/21	Day of Dialogue Team Facilitator Training	Schlavis, William	MHS	0	0	No cost	
10/28/21	10/28/21	IXL Live Virtual	Bruno, Kristin	EMS	\$75	\$75	FFPI	22-033
10/29/21	10/29/21	Racialized trauma conference	Joyce, Tiffani	Moss/CES	\$99	\$99	FFPI	22-030
11/12/21	6/10/22	Central Jersey Directors of Counseling	Kurtin, Ilana	Central Office	0	0	No cost	
11/18/21	5/19/22	Culturally Responsive Arts Education (4-Day Series)	Jaye, Ashley	Central Office	\$275	\$275	Other	
12/1/21	12/2/21	Complex Trauma in Children	Nalepa, Lindsay	MHS	\$120	\$120	FFPI	22-032
12/6/21	12/6/21	Social Emotional Character Development	Burnett, Ann	MHS	0	0	No cost	
12/6/21	12/6/21	Social Emotional Character Development	Nalepa, Lindsay	MHS	0	0	No cost	
12/9/21	12/10/21	Advanced Training in Collaborative & Proactive Solutions	Cohen, Richard	Central Office	\$395	\$395	Other	
12/14/21	12/14/21	Zones of Regulation Full Day Webinar	Young, Kelsee	Moss	\$190	\$190	FFPI	22-034
12/15/21	12/18/21	The Midwest Clinic	Flynn, John	CES	\$1316.50	\$175	FFPI	22-035
12/15/21	12/18/21	The Midwest Clinic	McEwan, Christopher	EMS	\$1066.50	\$175	FFPI	22-036
12/15/21	12/18/21	The Midwest Clinic	Messenger, John	MHS	\$1316.50	\$1066.50	FFPI	22-037
2/16/22	2/16/22	Examining and Understanding Diversity of Gender Identity and Sexual Orientation	Nalepa, Lindsay	MHS	\$60	\$60	FFPI	22-031

-----end of finance section-----

## **C. POLICY**

### **Motion/Second/Comments/Roll Call**

#### **1. School Bus Emergency Evacuation Drill Reports**

Move to accept the following reports on the completion of the School Emergency Evacuation Drill:

- 10/18/2021 8:37 AM, Moss School, in back of school. Van 16. Supervised by Marissa Plancher, Lisa Amend, and Karen Calantoni
- 10/18/2021 9:02 AM, Moss School, in back of school. Van 12, Van 6, Van 14. Supervised by Marissa Plancher, Lisa Amend, Katie McKenna, and Karen Calantoni
- 10/18/2021 11:48 AM, Moss School, in back of school. Van 2. Supervised by Marissa Plancher, Rick Cohen, and Karen Calantoni
- 10/19/2021 7:42 AM, Edgar School, back bus loop and front of school. E8, E7, E6, E1, E4, E3, E5, E2, Van 16. Supervised by Neyda Evans and Marissa Plancher.
- 10/20/2021 8:30 AM, Metuchen High School, back parking lot, Van 18. Supervised by Brian Stike and Marissa Plancher.
- 10/20/2021 9:45 AM – 11:05 AM, Campbell School, side driveway of building, Bus 27 and Bus 25 were used for the whole school to practice. Supervised by Marissa Plancher, Joe Fitzgibbon, and William Ortman. Classes came out one at a time and went on 1 of 2 busses to practice a bus evacuation.

#### **2. First Reading of Policies and Regulations**

Move to approve the first readings of the following policies and regulations:

P2425	Emergency Virtual or Remote Instruction Program (New)
P & R 5751	Sexual Harassment of Students

#### **3. Technology Equipment Disposal**

Move to approve the disposal of the technology equipment as shown on the attached list.

-----end of policy section-----

## **D. CURRICULUM**

### **Motion/Second/Comments/Roll Call**

#### **1. Textbook Disposal**

Move to approve the disposal of the following textbook:

<b>Textbook</b>	<b>ISBN</b>	<b>Copyright</b>
Environmental Science for AP	ISBN 9780716738497	2012

#### **2. Virtual or Remote Instructional Plan**

Move to approve the Metuchen Public Schools Local Educational Agency Guidance for Chapter 27 Emergency Virtual or Remote Instruction Plan for the 2021-2022 school year, in compliance with executive order P.L.2020, c.27.



**3. Field Trips**

Move to approve the following field trips for students in the Metuchen School District as shown:

<b>School</b>	<b>Destination</b>	<b>Class/Group/ Purpose</b>	<b>Teachers/ Advisors</b>	<b>Date(s)</b>	<b>No. Of Students</b>	<b>Board Cost- Transportation</b>	<b>Board Cost – Subs.</b>
EMS	Campbell Elementary School	9 <sup>th</sup> – 12 <sup>th</sup> Grade - Students work to prepare a variety of Halloween/Pop music to be played at the annual Campbell Halloween Parade	McEwan Messenger Gallagher	10/29/21	45	\$250	\$285
EMS	Wegmans	5 <sup>th</sup> – 12 <sup>th</sup> Grade- This Wegmans trip will provide opportunities for students to practice independent living skills and concept skills from the classroom in a natural environment.	Thomas Dybas Valovcin Paraprofes sionals	11/12/21	14	\$0	\$380
EMS	Six Flags Great Adventure	8 <sup>th</sup> Grade - Students will be able to combine math and science skills to analyze the structural design of roller coasters and other rides and the physics behind them.	TBD closer to the date. There are usually about 13 to 14 teachers who chaperone the trip. These are mostly 8th grade teachers. Often a para and the school nurse participate as well.	5/20/22	185	\$0 Students Pay \$4,800	\$1,520
MHS	Dismal Swamp	11 <sup>th</sup> – 12 <sup>th</sup> Grade - Students will conduct Stream Water Quality Sampling	Kato	10/27/21	25	\$50	\$95
MHS	Dismal Swamp	11 <sup>th</sup> – 12 <sup>th</sup> Grade - Students will conduct Stream	Kato	10/28/21	18	\$50	\$95

Board Meeting - October 26, 2021

		Water Quality Sampling					
--	--	------------------------	--	--	--	--	--

School	Destination	Class/Group/Purpose	Teachers/Advisors	Date(s)	No. Of Students	Board Cost-Transportation	Board Cost – Subs.
MHS	Six Mile Run State Park	9 <sup>th</sup> – 12 <sup>th</sup> Grade - Students in the Outdoor Wellness Club will participate in a 4-mile hike	Girin Cermak Vosinas, Nalepa	11/3/21	40	\$150	\$380
MHS	Cheesequake State Park	9 <sup>th</sup> – 12 <sup>th</sup> Grade - Members of the Outdoor Wellness Club will participate in a 4-mile	Girin Cermak Vosinas, TBD	11/24/21	40	\$165	\$380
MHS	9/11 Museum, Frick Museum, Broadway Show Six	12 <sup>th</sup> Grade - Impact of 9/11 on the United States politics and government. European Art from 15th to 19th century. Wives of Henry VIII	Robbins Lezama Ortega Cicchetti Blaze	12/9/21	51	\$0 Students Pay Train Fare	\$475
MHS	Harvard Model Congress	9 <sup>th</sup> – 12 <sup>th</sup> Grade -Government simulation conference	TBD (3 Teachers)	2/24/22 2/25/22	32	\$0 Students Pay \$156	\$285
MHS	Music Festival Dorney Park	7 <sup>th</sup> – 8 <sup>th</sup> Grade - Students perform in an adjudicated festival where conductors from colleges and universities are their adjudicators	Krombholz McEwan Keyes Gallagher	6/3/22	80	\$0 Students Pay \$68	\$380

#### 4. Field Trips - Retroactive

Move to retroactively approve the following field trips for students in the Metuchen School District as shown:

School	Destination	Class/Group/Purpose	Teachers/Advisors	Date(s)	No. Of Students	Board Cost-Transportation	Board Cost – Subs.
MHS	Virtual Field Trip held in the library	12 <sup>TH</sup> Grade - Safety Summit for Safety Ambassadors. I will supervise students in the library while the attend the virtual field trip.	Karger	10/5/21	8	\$0	\$95

Board Meeting - October 26, 2021

MHS	Walmart/ Subway	12 <sup>th</sup> Grade - Students will shop in the community to learn how to make appropriate food choices, compare prices, and be responsible for monetary transactions.	Valovcin Schultz Dimeglio Grant	10/15/21	4	\$60	\$380
MHS	Community Based Instruction to: Grounds for Sculpture	9 <sup>th</sup> – 12 <sup>th</sup> Grade - Community Based Instruction focused on recreation including enjoying art, socializing with friends, walking for pleasure and exercise, and eating appropriately in a restaurant.	Karger Dybas Valovcin Aswani Dellasala Schutz Dimeglio Molfetto Leitner Nurse Grant	10/22/21	14	\$110	\$1045

-----end of curriculum section-----

**14. Meeting Open to Public** *(for any topic)*

**15. Announcements**

**16. Motion to Go Into Executive Session** *(when applicable)*

*Resolution to Close Meeting*

BE IT RESOLVED, pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13, that the Board of Education will now meet in executive session to discuss \_\_\_\_\_ and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

**17. Adjournment**